



MEETING PLAN

Name:	DRIVES Requirements Clarification & Implementation Working Group		
Meeting Date:	July 18, 2016	Organizer:	Noelle Peterson
Meeting Time:	10:00 a.m.	Location:	GoToMeeting 1-408-650-3123 Access Code 562-200-485

1. Purpose of Meeting

This working group is tasked with determining if any suggestions and/or decisions made by the County DRIVES Governance Committee, or other committees or working groups fall within the scope of the DRIVES requirements and contract and if not making recommendations to the DRIVES Steering Committee.

2. Attendance at Meeting

Invited	Position	✓	Invited	Position	✓
Matt Crane (Co-Chair)	Arapahoe		Victoria Gallegos	Arapahoe	
Tony Anderson (Co-Chair)	DOR		Frank Dean	DRIVES	
Sheila Reiner	Mesa		Sharon Roberts	DRIVES	
Garland Wahl	Washington		Paul Nadeau	OIT	
Chuck Broerman	El Paso		Cindi Wika	OIT	
P.J. Taylor	Denver		Dave Lindsay	DOR	
Eric Deffenbaugh	DRIVES		Dylan Ikenouye	DOR	
Dustin Armbrust	DRIVES		Noelle Peterson	DOR	



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3. Meeting Agenda

1. Old Business
 - a. All Decision Requests will be reviewed by this working group
 - b. DL County testing fall 2016, testers needed for 3 weeks
2. New Business
 - a. Review CO DRIVES County Resource Requirements: R2 – Vehicle Services
 - b. Review Decision Request 7 – Use of National Change of Address Service for DRIVES
 - c. Recommend assignments for the DRIVES Future Initiative Working Group
 - d. Review the CARS programming requests that were classified as “DRIVES” to ensure they are included in the FAST contract.
3. Review Action Items

4. Meeting Minutes

Meeting Minutes from June 20, 2016 for approval

- Called to order: 10:00 am
- Attendance: Tony Anderson, Chuck Broerman, PJ Taylor, Paul Nadeau, Dylan Ikenouye, Chris Hochmuth, Matt Crane and Victoria Gallegos. Sheila Reiner joined at the end of the meeting.
- Minutes from May 16th were presented. PJ moved to approve, 2nd by Matt.
- Old Business:
 - Action Items – Tony reviewed the Action Item Log
- New Business:
 - Decision Requests:
 - DR 20 – Lawful Presence Indicator. Tony briefly reviewed these noting that the meeting to review these will be on Monday the 27th.
 - DR 21 – E-Service Authentication. Tony reviewed this and noted that it was part of DR 19 and would be reviewed on the 27th as well.
 - Matt thought it was a good idea to hold off on these until the 27th.
 - Matt mentioned that Garland and Chuck would each have a tester available for the DL testing. There was a brief discussion about the expense reimbursement for these testers.



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- Amendment to DR9 – Tony talked about the PVMQ replacement in the Department's mainframe. PVMQ was to retire on Roll-Out 1, was decided to hold off until Roll-Out 2.
- Chuck brought up the discussion of where in the process Voters would register, whether it was at the in-take station or at the camera station. Tony said he'd double check with Dave Lindsey. Chuck wanted it at the in-take station. Matt thought it would be a good idea to map it out. At this point there will be no change, but may be evaluated after rollout 2.
- Tony reviewed the Action Items again for the group.
- Tony asked if there was anything else for the next Agenda of 7/18/2016.
- Meeting for Monday was confirmed to be 6/27/2016 at 2:30 pm
- Meeting adjourned at 10:19am

Meeting Minutes from June 27, 2016 for approval

- Called to order: 2:30pm
- Attendance: Tony Anderson, PJ Taylor, Paul Nadeau, Dustin Armbrust, Dylan Ikenouye, Noelle Peterson, Frank Dean, Rob Baker, Cindi Wika and Tammy Aschenbrenner
- Rob Baker joined to discuss DR20
- Tony reviewed Decision Request #20 and Rob helped explain system and terminology. DOR currently uses a check on Social Security number compared to name (SSOLV). SAVE is essentially an immigration check.
 - Rob clarified that current system of verifying lawful presence for benefit purposes doesn't work. SSOLV check does not prove lawful presence. They are looking at changing Rule 5. There are also security issues of sharing information, more research is needed. System is based on old process, need new process to be promulgated in rule update.
 - Not able to make decisions as we need driver licenses Rule 5 before making any decisions.
- Tony reviewed Decision Request #21 and it was decided that for driver information to require ID number, last name, date of birth and last for of federal ID. But for rollout 2, vehicle information will require additional/different fields.
- Tony will draft a response and send it to the committee and present to the sponsors.
- Meeting closed at 2:58

Meeting Minutes from July 5, 2016 for approval

- Called to order: 3:00pm
- Attendance Tony Anderson, PJ Taylor, Dylan Ikenouye, Chuck Broerman, Sharon Roberts, Noelle Peterson, Frank Dean, Chris Hochmuth, Rob Baker, John Windler, Cindi Wika
- Frank Dean gave the background and reason for the decision request. The reason is for a couple interfaces and the need to show proof of lawful presence to obtain state benefits. The issue is there are requirements for an interface, but it's not documented in Rule 5 or



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HB 06S-1023. The check isn't as robust as could be and sends a mixed message. The request is to change the message that is being sent and informing the agencies of what they are actually receiving.

- Rob said that DL removed SSOLV out of Rule 5 for this reason.
- Frank reviewed Options for DR20 and the need to show valid identification or complete a SAVE check in option 1. Options 2-4 are basically work around and option 5 is to disregard all checks and the agencies need to figure out LP on their own.
- How difficult is Option 1? – Rob says not as difficult as writing rule 5. DL can do whatever needs to be done to educate agencies.
- Option 1 is only true option to keep in line with Rule 5 and agreed on by all present.
- Rob Baker will review with the AG's office to make sure we are clear and on track with legislative intent. The vote on the DR will be completed by an email vote unless there are questions on the AG's response.
- Meeting closed at 3:17pm

5. Action Items

1. Figure out where Decision Requests that include Driver's License or Driver Control (not T&R) are handled and reported.
2. Identify and reach out to some smaller Counties to assist with Driver's License (item no.1 above) Tony will take care of this.

6. Next Meeting

Date:	August 15, 2016	Time:	10:00 am	Location:	GoToMeeting 1-408-650-3123 Access Code 562-200-485
Purpose:	This working group is tasked with determining if any suggestions and/or decisions made by the County DRIVES Governance Committee, or other committees or working groups fall within the scope of the DRIVES requirements and contract and if not making recommendations to the DRIVES Steering Committee.				